COVID-END Communications Plan Part 1

Last updated 2020-05-05 by Heather Bullock

Within COVID-END

Level	COVID-END partners	COVID-END community	Secretariat
Target	Organizations who have signed on to be part of COVID-END	Organizations in broader evidence ecosystem	Other Secretariat members
Reason	• Create shared sense of ownership • Foster communication/ knowledge sharing across partners	• Increase awareness • Foster use of COVID-END products, tools & activities	• Track activities • Manage issues
Who	• Partners (lead) • Secretariat (support)	• Engaging WG (lead) • Other WGs (see below) • Secretariat (support)	• Secretariat members
Primary methods	• Online community	• Listserv • Webinars	• Regular meetings • Task tracking
Tool/ software	• MS Teams?	• ? • Webex (webinars)	• MS OneNote or MS Planner
Secretariat lead			